

Chairperson Scott Hickle  
Vice-Chairperson Bobby Gutierrez  
Parliamentarian Nancy Hardeman



Commissioners  
John Bush  
Leo Gonzalez  
Kyle Incardona  
Kevin Krolczyk  
Prentiss Madison  
Robert Swearingen

**MINUTES**  
**BRYAN PLANNING AND ZONING COMMISSION**  
**WORKSHOP MEETING**  
**THURSDAY, DECEMBER 3, 2015 – 5:00 P.M.**  
**ROOM 305, BRYAN MUNICIPAL BUILDING**  
**300 SOUTH TEXAS AVENUE, BRYAN, TEXAS**

**Disclaimer:**     *The meeting minutes herein are a summarization of meeting procedures, not a verbatim transcription*

**1. CALL TO ORDER.**

Chairperson Hickle called the meeting to order at 5:08 p.m.

Commission members present: Mr. Scott Hickle, Ms. Nancy Hardeman, Mr. Robert Swearingen, Mr. Bobby Gutierrez, Mr. Kevin Krolczyk, Mr. Kyle Incardona, Mr. John Bush, and Mr. Prentiss Madison.

Commission members absent: Mr. Leo Gonzalez.

Staff members present: Ms. Janice Hampton, City Attorney; Mr. Matthew Hilgemeier, Staff Planner; Mrs. Stephanie Doland, Staff Planner; Mr. Randy Haynes, Senior Planner; Mr. Cody Cravatt, Development Manager; Mr. Martin Zimmermann, Planning Manager; Mr. Paul Kaspar, City Engineer, Mr. Gary Schatz, Traffic Consultant, and Ms. Maria Watson, Planning Intern.

**2. STAFF ANNOUNCEMENTS (This item includes introductions of new employees, meeting reminders, upcoming events, and staff recognition).**

- a. Upcoming regular meeting dates: December 17 and January 7, 2016.**
- b. City Council action regarding Planning Variance PV15-12: 2305 E. Villa Maria Road**

Mr. Zimmermann presented the staff announcements including reminders of future meeting dates and an update on Planning Variance PV15-12: 2305 E. Villa Maria Road. Mr. Zimmermann advised that there will be no more action required from the Commission regarding this case.

Mr. Zimmermann distributed revised draft meeting minutes from the Commission's workshop meeting on November 19, 2015. Mr. Zimmermann stated that the revised minutes included corrections at the bottom on page 2, concerning the introduction of newly-appointed Commissioner Reuben Marin. Ms. Hampton suggested that the amended minutes be approved separately from the consent agenda.

Mr. Zimmermann also reminded Commissioners to speak directly into the microphones during regular meetings as staff has received complaints that the audio sound choppy at times.

**4. STAFF PRESENTATION AND DISCUSSION REGARDING LOCAL AREA TRAFFIC MANAGEMENT PROGRAMS (Questions may be directed to staff, no action will be taken).**

Mr. Kaspar and Mr. Schatz presented the City's local area traffic management program. Questions were directed to staff. No action was taken.

**3. REVIEW OF AGENDA ITEMS FOR REGULAR MEETING ON December 3, 2015 (Questions may be directed to staff, no action will be taken).**

Commissioners reviewed the regular meeting agenda items. Questions were directed to staff. No action was taken.

**5. FUTURE AGENDA ITEMS (A Planning and Zoning Commission member may request that a subject for which notice has not been given be placed on an agenda for a future meeting).**

Commissioner Gutierrez requested that Dr. Thomas Wallis, Superintendent from the Bryan Independent School District speak at a future workshop meeting about the potential impacts of development on the school district.

**6. ADJOURN.**

Without objection, Chairperson Hickle adjourned the meeting at 5:55 p.m.

These minutes were reviewed and approved by the City of Bryan Planning and Zoning Commission on this the 17<sup>th</sup> day of **December, 2015**.

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Scott Hickle, Chairperson  
Planning and Zoning Commission  
City of Bryan, Texas

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Martin Zimmermann, AICP  
Planning Manager and Secretary to the  
Planning and Zoning Commission